

**CITY OF KINGMAN  
MEETING OF THE CLEAN CITY COMMISSION  
City Council Chambers  
310 N. 4<sup>th</sup> Street**

**5:00 P.M.**

**REGULAR AGENDA**

**Thursday, July 21, 2016**

**CALL TO ORDER & ROLL CALL**

**PLEDGE OF ALLEGIANCE**

1. **APPROVAL OF MINUTES:** Regular meeting minutes of May 19, 2016 and June 16, 2016
2. **AWARDS AND RECOGNITION**
  - a. **Certificate of Appreciation.**  
A Certificate of Appreciation will be presented to the Kingman Area Meth Coalition and KPD Chief DeVries for continued clean-up efforts around the City of Kingman.
3. **OLD BUSINESS**
  - a. **Discussion of Distribution of Reusable Bags and Magnets.**  
The commission has purchased reusable bags used to promote recycling and to reduce plastic bag litter in the community. Matching bags have been received from local grocery stores. The commission will discuss distributing the bags and magnets and methods to encourage their use.
  - b. **Mohave County Fair Booth Discussion.**  
The commission will discuss the possibility of renting a booth at the Mohave County Fairgrounds during the upcoming fair on September 15-18, 2016.
4. **NEW BUSINESS**
  - a. **Review and Possible Approval of Budget Expenditures for FY 2016-2017.**  
The CCC will review and possibly approve budget expenditures for the current fiscal year.
  - b. **CARE Sandbox Meeting Report.**  
CCC Vice-Chairman Russell will make a report to the commission regarding any recent Sandbox Meeting discussions and activities.
5. **CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**  
Those wishing to address the Clean City Commission need not request permission in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time pursuant to A.R.S. 38-431 et al.
6. **ANNOUNCEMENTS BY COMMISSION MEMBERS**  
Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

**ADJOURNMENT**

Posted \_\_\_\_\_ By \_\_\_\_\_

**CITY OF KINGMAN  
THE CLEAN CITY COMMISSION  
City Council Chambers  
310 N. 4<sup>th</sup> Street  
Kingman, Arizona**

**5:00 p.m.**

**Regular Minutes**

**Thursday, May 19, 2016**

<b>Members:</b>	<b>Officers:</b>	<b>Visitors Signing In:</b>
R. Bowman, Chairperson	S. Yocum, Councilmember	See Attached List
C. Russell, Vice-Chairman	J. Dougherty, City Manager	
R. Wing	R. Ruggles, Staff Liaison	
W. Ressegue	S. Sixkiller-Wing, Recording Secretary	
	E. Tapia, Sanitation Supervisor	

**CCC PURPOSE STATEMENT**

The Clean City Commission was created for the purpose of assisting the common council in establishing a city-wide policy for decreasing the amount of loose refuse in the city.

**REGULAR MEETING MINUTES**

**CALL TO ORDER & ROLL CALL:** Chairman Bowman called the Clean City Commission (CCC) meeting to order at 5:00:08 P.M. Recording Secretary Sherie Sixkiller-Wing took roll call. Four members were present. Commissioners Luna-Wolfe, Van Hasselt, and Longoria were excused. A quorum of members was achieved.

**PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was led by Vice-Chairman Russell and recited in unison.

1. **APPROVAL OF MINUTES:** The Clean City Commission reviewed the Regular Meeting Minutes for April 21, 2016. Vice-Chairman Russell Made a MOTION to APPROVE the April 21, 2016 meeting minutes as written. Chairman Bowman SECONDED and the MOTION CARRIED UNANIMOUSLY 4-0.

2. **OLD BUSINESS**

a. **Discussion of Distribution of Reusable Bags and Magnets.**

Chairman Bowman asked about the Walmart distribution donation. Vice-Chairman Russell indicated he was unable to make contact with manager at Walmart but would continue attempting contact this next month and report back to the Clean City Commission (CCC) at the next meeting. Chairman Bowman advised the CCC that he was able to survey the Safeway on Detroit and Stockton Hill. He watched the customers enter and exit the store with no reusable bag participants during an hour's time. He indicated it was mid-week late in the afternoon at the time he surveyed. Chairman Bowman said he knows the citizens of the community have the reusable bags but continue not use them. He would like have the CCC members create a plan to encourage and educate the public on the impact of plastic bags in the community and to encourage the use of reusable bags.

Vice-Chairman Russell said the CCC needs to encourage the public to keep their reusable bags in the car and remember to use the bags. He also found an article in the Las Vegas Review journal regarding New

York City. He said that city residents generate as much garbage in a three block radius as the whole City of Kingman. They have calculated that 19 million bags are being discarded in the trash system. He doesn't know if they have a law similar to ours that will not permit them to ban plastic bags, but they are working on charging a five cent fee. The fee is intended to encourage the use of reusable bags. Vice-Chairman Russell also said that New York City is also working on an aggressive plan to stop the amount of trash going to the landfill, and they hope to have zero amount of trash going to the landfill by the year 2027.

The Clean City Commission discussed the law the Governor Ducey signed verifying they could not ban or charge for bags. Staff Liaison Rich Ruggles did clarify that they banned cities from doing both of those things. The state legislature is now discussing passing two new bills to address this subject because the bill passed last year had two items passed under the same bill which violated the state constitution.

The CCC discussed creating a plan to educate the community not take the plastic bags when offered by using reusable bags. Commissioner Ressegue says they need to have a contest or some incentives to get citizens in the community involved. Chairman Bowman asked members to brainstorm this idea and bring those ideas back to the next meeting for discussion. He said they worked hard to clean the Adopt-A-Highway section on Saturday and by Saturday evening it was already trashed up with bags again.

Sanitation Superintendent Ed Tapia said that his department continues to collect the plastic bags in the community recycle locations. He advised the CCC that it takes 66 bags to make a pound of plastic and they collect approximately 5,000 pounds a day not counting the bags that are returned to the grocery stores. The CCC agreed they have educated citizens in the community to recycle the plastic bags but the need to focus on stopping all the bags from leaving the stores. Vice-Chairman Russell said he believes plastic bags are too much of a conveyance to consumers. Chairman Bowman asked that this item be added to the next agenda for further discussion.

Chairman Bowman reviewed the information for participation at the Mohave County Fair he said that Commission Longoria was going to check with other boards, commissions, and departments to see if they would like to participate and support this endeavor. Mr. Longoria was not available for this meeting. Chairman Bowman estimated it would require volunteers to cover approximately 41 hours that the fair would be open not counting set up, tear down or planning the four day event.

Chairman Bowman asked that this item be added to the next agenda to await Commissioner Longoria's report on volunteers, support, and the sponsoring a booth at the Mohave County Fair. Chairman Bowman asked Mr. Ruggles to contact Mr. Longoria and verify he has made contact with other possible volunteers, boards, and commissions. If not, then other members will reach out to the other commissions to see if they are interested in supporting the event.

### **3. NEW BUSINESS**

#### **a. Community Clean-up Discussion.**

Chairman Bowman discussed the last clean-up that occurred on May 7, 2016. The sanitation crew and inmate volunteers were both on time and ready for the event. The sanitation crew also helped clean and leave the clean-up site clean upon completion of the event.

The only problem at the event was participation of the Clean City Commission (CCC) members. Three members were present at the clean-up including Chairman Bowman, Vice-Chairman Russell and

Commissioner Ressegue. Commissioner Wing had previously been excused but other members of the CCC were not present at the scheduled event. Chairman Bowman said as members of the Clean City Commission they have made a commitment to participate by attending meetings and scheduled events. Several members have not been participating in these scheduled events. He said Clean City Commission members are finding it to be frustrating to the members who do participate. Council Liaison Stuart Yocum agreed with members saying being on a commission is a commitment and should be done wholeheartedly. Vice-Chairman Russell said if people commit to serving on the CCC they should take the responsibility of serving on the Clean City Commission seriously. He went on to say the CCC prepares a yearly schedule of events. People should know well in advance when they have agreed to serve. He understands the Clean City Commission is a stepping stone to other boards, commission and the City of Kingman Council positions but feels they need to do the job they signed up for. Chairman Bowman asked that this topic be added to the next agenda for discussion.

Members agreed the clean-up went well including the new waiver of liability that participants were required to sign to participate in the event. The CCC also recognized Nan Russell for her participation at the event. Her assistance with getting the waivers signed by the participants and helping out when they did not have enough volunteers was appreciated. Vice-Chairman Russell was amazed by how many participants did not have driver licenses while delivering items to the clean-up. Several participants were able to make multiple trips to deliver unwanted items that day as the event was a slower pace compared to events in the past. They also had one participant try to deliver a jet ski they hoped to discard but members did not allow the participant to leave the item at the clean-up.

Sanitation Supervisor Ed Tapia said he was at his office taking care of another matter when he received a picture of a participant arriving to the event on a bicycle with old tires strapped to his bike to discard at the event. He said the participant was dedicated. Mr. Tapia said he had seen the gentleman riding down the street when he was headed to his office and wondered where a bicyclist was headed with those tires. Vice-Chairman Russell advised the CCC that the bicyclist also signed a waiver.

Vice-Chairman Russell advised the CCC prior to the event that he was driving around and leaving flyers at locations that need attention. He wanted to remind people of the free event. He found a home on Beech Street with a yard full of trash. Vice-Chairman Russell left a flyer at the location hoping for their participation. After the event, he went back to see if the location had been cleared of all the debris as he had planned to document the location and report the location if it was still a mess. It turned out the site was cleaned up and he thanked the resident. He advised the CCC that the flyers apparently do work.

**b. Review of City Ordinances Regarding Weeds and Trash.**

Staff Liaison Rich Ruggles included the City of Kingman Municipal Code Section 7-165 Public Nuisances for the Clean City Commission to review. The code addresses the responsibility of property owners in the City of Kingman to maintain public areas adjacent to their properties. He reminded the Clean City Commission (CCC) of the 2015 Public Information Campaign to educate the community on their responsibility of keeping the areas around their properties free of weeds and trash.

Chairman Bowman said after the community campaign last year they did see an improvement and feels the CCC should prepare a 2016 campaign to educate and address the community on the responsibility of property owners. The CCC discussed the policies in the community and the process of reporting problem locations to Neighborhood Services. Vice-Chairman Russell said that when property owners scrape lots completely, removing all the vegetation, that it creates another problem of dust because the soil no longer has the vegetation to hold it together. He indicated when people use weed wackers, it

leaves the vegetation in the soil which helps hold the dust down. The CCC discussed scheduling a community outreach to the local newspapers and radio stations. Mr. Bowman said they also need to address the wildcat dumping in the community as they just came upon half a boat that had been discarded 10 feet off of the road at the end of Airway Avenue.

Chairman Bowman suggested that a Public Service Announcement (PSA) could be prepared and distributed to the newspapers, radio stations and the Hometown Cryer to educate the community on these City of Kingman ordinances. The CCC discussed other ways to get the information to the citizens in the community. They discussed the cost of getting the PSA included in the water bill. Mr. Ruggles said that information could be placed in the City of Kingman email newsletter and on the City of Kingman TV channel. Chairman Bowman also mentioned by collecting the addresses at the clean-ups and they are creating a data base to get their PSA's and other information to the citizens in the community.

Vice-Chairman Russell asked Mr. Tapia when the next \$3.00 cleanup would be scheduled. Mr. Tapia said it he would be scheduling it in the fall. Vice-Chairman Russell advised the CCC the \$3.00 pick-ups really work in this community.

Mr. Tapia advised the CCC that with the Abatement Team and the \$3.00 clean-ups they had received over 400 work orders during the spring clean-up. Chairman Bowman said there used to be a tire dump around the water tank on Louise and was happy to report the tires have been removed. They discussed who may have cleaned the area but was glad to see these items removed. Commissioner Wing asked about the city limit line on Bank Street he indicated a site on Arizona Street is filling up with debris and cars. Members agreed this location in question would be located outside the city limits and would have no jurisdiction over the area. Chairman Bowman requested Mr. Ruggles to supply the members with complaint forms so they could continue to report and assist cleaning up the community.

**c. Review and Discussion of Possible Certificates of Appreciation.**

Chairman Bowman reviewed the guidelines for nominees to receive certificates of appreciation from the Clean City Commission (CCC). He also presented suggestions from the City Manager John Dougherty who would like the CCC to consider presenting certificates of appreciation to several businesses in the downtown area. The CCC discussed the recommendations from the city manager. Vice-Chairman Russell said he saw the House of Hops pallet palace on the front page of the Standard Newspaper. Chairman Bowman asked Mr. Dougherty about the new improvements to Mr. D'z and Dunton's Dream Machines. Mr. Dougherty advised the CCC that both businesses had put new neon lighting on their buildings. Vice-Chairman Russell said the paintings behind the neon were hand painted and looked great.

Council Liaison Yocum said he would like to nominate the dedicated bicyclist that participated in the May 7, 2016 clean-up and also wanted to recommend Joe and Greta Warren as they had sent an email to council asking that the city property be cleaned up that is adjacent to their home. He advised the CCC the City of Kingman is currently working on cleaning up the location in question. He said he would forward the information to the CCC for consideration. Vice-Chairman Russell said the new waivers did not include any contact information other than the email address request so he was unsure if the CCC would be able to contact the responsible bicyclist.

Chairman Bowman advised the CCC that he would make a trip down town to review the city managers nominations. He did say the Beale Celebration building has changed dramatically and liked the new look

in the community. He also asked if Beale Celebration could be considered. Commissioner Ressegue advised the CCC he did not agree with recommending the pallet palace for a certificate. Members advised him the location is currently under construction and they would not recommend them for a certificate until completion of the anticipated construction.

Vice-Chairman Russell made a MOTION to RECOMMEND Beale Celebration for a certificate of appreciation. Commissioner Wing SECONDED and the MOTION CARRIED UNANIMOUSLY 4-0. Vice-Chairman Russell Made a MOTION to RECOMMEND Mr. D'z and Dream Machines for certificates of appreciation. Commissioner Wing SECONDED and the MOTION CARRIED UNANIMOUSLY 4-0.

Chairman Bowman advised the CCC he would like to hold off on a certificate for Blackbridge Brewery. He encouraged commissioners to review the rest of the businesses on the list and report back to the CCC next month. Vice-Chairman Russell said the building next to 66 Auto is also under construction and is looking better every day. Chairman Bowman also asked the CCC to look at the new Angle Homes building on Hualapai Mountain Road. The CCC discussed other building in the community and will continue to watch for improved properties in the community.

Chairman Bowman said the next item would be to consider groups who have cleaned up in the community. He would like the CCC to consider Chief DeVries who has had monthly clean up Stockton Hill Road with his volunteers for some time and feels he needs to be recognized for his commitment. Vice-Chairman Russell MADE a MOTION to RECOMMEND Chief DeVries for a certificate of appreciation. Chairman Bowman SECONDED and the MOTION CARRIED UNANIMOUSLY 4-0.

**d. CARE Sandbox Meeting Report.**

Vice-Chairman Russell advised the Clean City Commission that the Sandbox team only had ten people in attendance for the meeting. They discussed acknowledging businesses in the community that made improvements to their properties. They also discussed presenting a plaque for businesses in the community that set a good example.

Chairman Bowman said in his old community in Florida they had a "yard of the month" award to recognize properties that had been cleaned up or been kept clean. He said a few years ago he did some research and found that other communities have programs to recognize business and homeowners in the community. They had been presented with plaques and trophies. Chairman Bowman said the program improved the pride of ownership. Business owners and home owners wanted to participate in the programs and wanted to show off their awards in their front windows.

Sanitation Supervisor Ed Tapia advised the Clean City Commission that True Serve had donated a pallet of paint to the CCC and the Sandbox team to help beautify a location within the City of Kingman. Chairman Bowman asked Mr. Tapia about the Rock and Roll Paint-A Thon. Mr. Tapia said he hope to have more information in the near future and with add the item to a future agenda for further discussion.

Vice-Chairman Russell said a member at the Sandbox meeting said the White Cliffs area has a lot of graffiti. He asked if the Parks and Recreation Department would clean up the area. Mr. Tapia confirmed that they would clean the area.

**4. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**

Nan Russell recommended the CCC start a residential neighborhood clean-up and present plaques or trophies to owners who participated in the beautification projects. She also said when customers go to Sam's Club and other similar warehouse stores, they do not offer any bags to their customers. Instead customers can take home some of their items in boxes. She asked if it would be possible to remove bags completely from grocery stores and have the stores offer boxes to customers as an alternative. Chairman Bowman asked this item be added to a future agenda for further discussion.

**5. ANNOUNCEMENTS BY COMMISSION MEMBERS**

Vice-Chairman Russell announced Chillin' on Beale was scheduled for Saturday May 21, 2016. Also a meet and greet at Beale Street Brews is scheduled on Wednesday, May 25, 2016 at 6PM.

Chairman Bowman thanked the City Manager John Dougherty for being a judge at the car show and let everyone know it was a big success. They made some money for the Halloween bash and were able to give funds to the college.

**ADJOURNMENT:** Vice-Chairman Russell made a MOTION to ADJOURN the meeting. Commissioner Wing SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 4-0. The meeting adjourned at 6:01:57 P.M.

APPROVED:

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Ralph Bowman  
Clean City Commission Chairperson

STATE OF ARIZONA)  
COUNTY OF MOHAVE) ss:  
CITY OF KINGMAN)

**CERTIFICATE OF CLEAN CITY COMMISSION MINUTES**

I, Sherie Sixkiller-Wing, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Clean City Commission held on May 19, 2016.

Dated this 21st day of July 2016

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Sherie Sixkiller-Wing, Recording Secretary

# VISITORS IN ATTENDANCE

City of Kingman

## Clean City Commission

The City Complex - 310 N. 4<sup>th</sup> Street - Kingman, Arizona

May 19, 2016 -5:00 p.m.

	NAME - PLEASE PRINT	ADDRESS or AGENCY
1	Alan Russell	2400 Brandegee King
2	Kathy Bowman	5866 Rawhide Dr 86401
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**CITY OF KINGMAN  
THE CLEAN CITY COMMISSION  
City Council Chambers  
310 N. 4<sup>th</sup> Street  
Kingman, Arizona**

**5:00 p.m.**

**Regular Minutes**

**Thursday, June 16, 2016**

<b>Members:</b>	<b>Officers:</b>	<b>Visitors Signing In:</b>
R. Bowman, Chairperson	R. Anderson, Council Liaison	See Attached List
C. Russell, Vice-Chairman	R. Ruggles, Staff Liaison	
J. Longoria	S. Sixkiller-Wing, Recording Secretary	
M. Luna-Wolfe	J. Dougherty, City Manager	
M. Van Hasselt	E. Tapia, Sanitation Supervisor	
R. Wing		

**CCC PURPOSE STATEMENT**

The Clean City Commission was created for the purpose of assisting the common council in establishing a city-wide policy for decreasing the amount of loose refuse in the city.

**REGULAR MEETING MINUTES**

**CALL TO ORDER & ROLL CALL:** Chairman Bowman called the Clean City Commission (CCC) meeting to order at 05:00:03 P.M. Recording Secretary Sherie Sixkiller-Wing took roll call. Six members were present. Commissioner Ressegue was excused. A quorum of members was achieved.

**PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was led by Vice-Chairman Russell and recited in unison.

**1. AWARDS AND RECOGNITION**

**a. Certificates of Appreciation.**

Chairman Bowman presented Scott Dunton with the certificates of appreciation for Dunton Motors and Mr. D'z for painting, signage and other building improvements recently completed in the downtown area. Mr. Dunton made a correction to the Mr. D'z certificate as it was spelled with an "s." Mr. Ruggles indicated he would correct the certificate and deliver it to Mr. Dunton.

Jamie Taylor arrived later in the meeting and was presented a certificate of appreciation by Vice-Chairman Russell for Beale Celebrations. This was for the building improvements and painting recently completed.

**2. OLD BUSINESS**

**a. Discussion of Distribution of Reusable Bags and Magnets.**

Chairman Bowman reviewed the current inventory of bags and magnets with the CCC members. The last bag distribution was on Saturday, April 9, 2016 at the north Safeway store. The CCC discussed another bag distribution at the north Safeway. After some discussion, they group agreed to set the date for Saturday, June 25, 2016 at 9 a.m. at the north Safeway on Gordon Drive and Stockton Hill Road.

Commissioner Longoria said he spoke with the store manager at Smith's. He said that if the Clean City Commission set a bag distribution date to just let the manager know one week in advance. The manager would have the store donation available on the scheduled date. The CCC discussed possible dates to do the bag distribution. The members agreed to set the date for Saturday, July 23, 2016 at 9 a.m. Commissioner Longoria will advise the store manager of the date.

Vice-Chairman Russell spoke with the assistant manager at the Wal-Mart. He found they have changed the donation policy and would require another letter for the request. Once the request is processed, the Clean City Commission would be issued a gift card to purchase the reusable bags for distribution. He was unsure about the cost of the bags or if they would be discounted or not. The Clean City Commission discussed this proposal. Vice-Chairman Russell agreed to follow-up with the Wal-Mart assistant manager and report back to the CCC before any decisions are made. Commissioner Longoria asked Mayor Anderson if the Wal-Mart gift card would be a problem. Mayor Anderson indicated they did not feel it would be a problem.

Vice-Chairman Russell also advised the CCC that the Wal-Mart assistant manager assured Mr. Russell they would be addressing the trash problem along Airway Avenue. The manager said that he will be sending employees to clean the area, although he wasn't sure how often it would be done.

Chairman Bowman asked the CCC members if they were able to brainstorm any ideas to get consumers in the community to use the reusable bags instead of the plastic bags that are offered at grocery stores. Vice-Chairman Russell said he encourages people to use the reusable bags. Chairman Bowman thought about creating a PSA to encourage the use of reusable bags in the community. The CCC discussed the PSA idea. Vice-Chairman Russell said Commissioner Ressegue writes a lot of letters to the Kingman Daily Miner. Maybe they could ask him to write up something for the promotion. Commissioner Van Hasselt said they could purchase air fresheners with the reminder printed to remind them to use the bags. Commissioner Longoria recommended they create a mascot to get the community children involved that would remind customers to use reusable bags.

Chairman Bowman asked the City Manager John Dougherty if the CCC could write a letter to the editor encouraging the use of reusable bags. Mr. Dougherty confirmed they could send letters to the editor as a commission and asked they keep the letter positive. Chairman Bowman asked Staff Liaison Rich Ruggles to contact Nina Brackett to see if she would be willing to assist them in an outreach to the students in the community by sponsoring a student essay about using reusable bags instead of plastic bags. Mr. Ruggles said he would get in touch with Ms. Brackett about that idea.

### **3. NEW BUSINESS**

#### **a. Review and Possible Approval of Activities and Programs for FY 2016-2017.**

Staff Liaison Rich Ruggles reviewed the activities and programs that the Clean City Commission (CCC) normally participates in each year. The CCC needs to start scheduling its activities and programs for the next fiscal year.

The CCC began with discussions regarding the 2016 Best of the West Festival and the Day of Caring Community Cleanup prior to the event. Chairman Bowman will contact Laura Hanson at the United Way to confirm her participation and assistance with volunteers for the Day of Caring Community Clean-up. The CCC tentatively scheduled its Adopt-a-Highway clean-up for September 10, 2016. The Day of Caring community clean-up is normally held the week before the Best of the West Festival to clean the community for the anticipated visitors. The Clean City Commission cleans their Adopt-a-

Highway area twice yearly. However, the CCC decided to wait until later in the year to schedule the second clean-up.

The next item on the list is the 2016 Rock and Roll Paint-A-Thon. Sanitation Supervisor Ed Tapia reported he has sent e-mails to his contacts for Rebuilding Together to see if they will have funds for rural communities for paint donations. He advised the CCC that he was told last year they didn't know if they would be able to make donations to the rural communities this year. He is waiting to hear if they will be able to do so. Mr. Tapia proposed they set a discussion of the Rock and Roll Paint-A-Thon for the August 2016 CCC meeting. He did advise the CCC that they have been given some paint donations and could possibly have a Plan B in place if Rebuilding Together isn't able to support the program. Mr. Tapia said the Rock & Roll Paint team would like to paint at least one home in 2016.

Mr. Ruggles said the CCC normally schedules three clean-ups at the Mohave County Fairgrounds per year. He would like the CCC to choose some dates so that we could let the Fairgrounds know and lock in the clean-up dates. After further discussion the CCC agreed upon November 5, 2016, February 25, 2017 and May 20, 2017 for the clean-up dates. Mr. Ruggles will contact Mohave County Fairgrounds regarding the availability of those dates and will report back to the CCC.

Mr. Ruggles also indicated that he had spoken with Nina Brackett to confirm her assistance with the America Recycles Day Poster and Essay contest. He said that she had agreed to continue to work on the America Recycles Day project with the assistance of the CCC. Mr. Ruggles said he would follow-up with Ms. Brackett and will ask if she would be willing to work with the CCC on a student essay contest to promote reusable bags.

Mr. Ruggles advised the CCC that they did not get any response last year for the Chuck Gibson Community Challenge grants. Mr. Ruggles asked the CCC if they would like to continue the grants for the 2016/2017 fiscal year. The CCC discussed the importance of this for the community and decided to continue the program.

The last event on the calendar is the annual Arbor Day celebration. Mr. Ruggles advised the CCC that they had some challenges this year regarding the scheduling of this event as it interfered with other community events. He asked if they knew what the date was for the 2017 Fun Run event. The CCC members agreed to investigate the 2017 Fun Run dates before scheduling the 2017 Arbor Day Celebration with the Cerbat Garden Club.

**b. Discussion of Weeds and Trash Issues in City of Kingman.**

The CCC discussed the news article the Kingman Daily Miner ran on Sunday, May 29, 2016. Chairman Bowman said as soon as the article was in the newspaper, he began to see improvement in the community. Vice-Chairman Russell agreed that the Kingman Daily Miner ran a great article to support the community outreach on this item.

Vice Chairman Russell asked City Manager John Dougherty if the prisoners could assist with weed abatement in the community. Mr. Dougherty said they could not clean private properties but were able to work in the rights- of-way in the community. Chairman Bowman asked Mr. Ruggles if he could e-mail the complaint forms to the Clean City Commission members so they could begin reporting problem locations in the community. Vice-Chairman Russell asked if he should approach the owners to let them know he would be reporting them. Staff advised him that he should not approach the owners. He was advised that the City of Kingman Code Enforcement Team would notify the owners.

The CCC discussed Eastern Street and the improvements being done between the street and the railroad. Mr. Ruggles advised the CCC that the Public Works Department had been doing some grading in the area. Chairman Bowman asked Mr. Ruggles to thank them for the improvements as it has reduced the weeds in the area.

**c. Information Regarding Meeting Attendance.**

Staff Liaison Rich Ruggles included Section 2-158 of the City Of Kingman Municipal Code in the meeting packet. This is a reminder to commissioners of the importance in attending the monthly meetings and activities of the CCC. He highlighted that if members were not going to be available to attend that they inform him, Sherie Sixkiller-Wing, or Chairman Bowman know at least 24-hours in advance for an excused absence. He also said if members were not going to be available for the other events, they could send a volunteer to assist the CCC in their place. If members do not contact the CCC before a meeting, the absence would be considered unexcused. Mr. Ruggles said that sometimes emergencies arise, but if you are scheduled to attend a meeting or activity to let us know as soon as possible that you will not be able to participate. According to the city code, members that have three or more unexcused absences could be removed from the CCC.

**d. CARE Sandbox Meeting Report.**

Vice-Chairman Russell reported the CARE Sandbox team had a good meeting. He indicated they were updated on the upcoming mountain biking activities coming to the community and mentioned that the events are drawing in professional riders to these events as well as those who participate in mountain biking.

Vice-Chairman Russell said that June 18 and 19, 2016 is packed lots of activities in the community for Father's Day and families. He also updated the CCC on the progress of the monument being built at the train depot on Andy Devine Ave and 4<sup>th</sup> Street. He said a concrete company has confirmed that they will be donating their services and concrete to build a block to hold the monument. The block will be 18 inches tall and 8 feet in diameter to hold the statue.

The location of the proposed downtown theatre will be having an open house on July 9, 2016 and the upcoming 4<sup>th</sup> of July events. Vice-Chairman Russell also said that Mr. Hinckley gave a Route 66 update.

**4. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**

Nan Russell advised the CCC that they should begin by educating the children in the community about reusable bags. The children would then encourage their parents to use the reusable bags. She said that the children should be included in selecting a mascot.

Ms. Russell also said you could purchase reusable bags at the 99 Cent store for one dollar when the other locations cost around \$1.49. She advised the CCC that her husband, Mr. Russell, thanks the citizens for using reusable bags wherever possible.

**5. ANNOUNCEMENTS BY COMMISSION MEMBERS**

Commissioner Luna-Wolfe thanked the Clean City Commission (CCC) for their patience while she was healing from her fall.

Vice-Chairman Russell welcomed Commissioner Luna-Wolf to the CCC.

Commissioner Longoria advised the CCC that he has been working on the Mohave County Fair project and has asked Staff Liaison Rich Ruggles to include this item on the next agenda for discussion.

Mayor Anderson advised the CCC that they ran the meeting efficiently.

Chairman Bowman announced a car show at the Desert Highlands care home on Friday, June 17, 2016 for Father's Day. He also announced the Hot August Nights in Kingman will be a car show and sock hop. It is scheduled in August 2016 and he said he would have more details to follow.

**ADJOURNMENT:** Vice-Chairman Russell made a MOTION to ADJOURN the meeting. Commissioner Longoria SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 6-0. The meeting adjourned at 5:47:24 P.M.

APPROVED:

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Ralph Bowman  
Clean City Commission Chairperson

STATE OF ARIZONA)  
COUNTY OF MOHAVE) ss:  
CITY OF KINGMAN)

**CERTIFICATE OF CLEAN CITY COMMISSION MINUTES**

I, Sherie Sixkiller-Wing, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Clean City Commission held on June 16, 2016.

Dated this 21st day of July 2016

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Sherie Sixkiller-Wing, Recording Secretary

# VISITORS IN ATTENDANCE

City of Kingman

## Clean City Commission

The City Complex - 310 N. 4<sup>th</sup> Street - Kingman, Arizona

June 16, 2016 -5:00 p.m.

	NAME - PLEASE PRINT	ADDRESS or AGENCY
1	KATHY BOWMAN	2866 RAWHIDE DR 86401
2	Scott Duntan	1880 Franklin
3	Cathy Hodges	11 11
4	Diane Anderson	<del>525</del>
5	Glenn Taylor	
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## **Clean City Commission Memorandum**

**To:** Kingman Clean City Commission  
**From:** Rich Ruggles, Staff Liaison  
**Date:** July 21, 2016  
**Subject:** **ITEM #3A: Discussion of Distribution of Reusable Bags and Magnets**

The commission has purchased reusable bags used to promote recycling and to reduce plastic bag litter in the community. Matching bags have been received from local grocery stores. The commission will discuss distributing the bags and magnets and methods to encourage their use.

A distribution of reusable bags and magnets took place on June 25, 2016 at the north Safeway location. The remainder of the Safeway bags were distributed which were from an earlier donation. The CCC also distributed promotional magnets and its own bags.

The next bag distribution is scheduled for Saturday, July 23, 2016 at 9 a.m. at Smith's. Commissioner Longoria was to advise the Smith's manager about the bag distribution so that the CCC could obtain a bag donation from Smith's.

Vice-Chairman Russell previously discussed a bag donation from Wal-Mart. The assistant manager stated that a letter from the CCC would be required and that the CCC would then obtain a gift card to purchase the bags. Vice-Chairman Russell was going to follow up with the assistant manager to find out whether what the costs of the bags would be and whether there would be a discount.

Additional ideas that were brainstormed at the last meeting include:

- Creation of a Public Service Announcement (PSA) to encourage the use of reusable bags or possibly writing a letter to that effect to the local newspapers.
- Create a mascot with a message directed at school children to encourage the use of reusable bags.
- Focus the theme of this year's America Recycles Day student essay contest on using reusable bags instead of plastic bags.
- Chairman Bowman also has mentioned the idea of surveying the major grocery stores in Kingman to see how many plastic bags they use per month and compare with the amount of bags that are taken in by the City for recycling.

This is for further discussion by the CCC and for possible action.



## **Clean City Commission Memorandum**

**To:** Kingman Clean City Commission  
**From:** Rich Ruggles, Staff Liaison  
**Date:** July 21, 2016  
**Subject:** **ITEM #3B: Mohave County Fair Booth Discussion**

The CCC has been discussing for a couple of months the possibly distributing reusable bags and doing other promotional activities at the Mohave County Fair which takes place from September 15-18, 2016. The booth rental prices are below:

<b>Booth Location</b>	<b>Booth Size</b>	<b>Electricity?</b>	<b>Price</b>
Inside	10 x 10	No	\$200.00
Inside	10 x 10	Yes	\$240.00
Outside	10 x 10	No	\$160.00
Outside	20 x 40	No	\$250.00

The costs of outside booths that have electricity vary depending on location. The building opens up at 10 a.m. each day. Closing time varies dependent on the number of people in the building. The normal closing time is 9 p.m. on Thursday, 10 p.m. on Friday and Saturday, and 4 p.m. on Sunday. Booth reservations will need to be made immediately as the Fairgrounds previously said that they should be made by mid-July.

Commissioner Longoria had previously offered to approach some of the other city commissions and departments to see if they would be interested in sharing the rent of a booth at the Mohave County Fair. The commissions discussed approaching the Tourism Development Commission, the City of Kingman Parks and Recreation Department, and the Historical Preservation Commission. Commissioner Longoria will update the CCC on any progress on this matter.





## **Clean City Commission Memorandum**

**To:** Kingman Clean City Commission  
**From:** Rich Ruggles, Staff Liaison  
**Date:** July 21, 2016  
**Subject:** **ITEM 4A: Review and Possible Approval of Budget Expenditures for FY 2016-2017**

The Clean City Commission budget for FY 2016-2017 was approved by the City Council and effective as of July 1<sup>st</sup>. The approved budget is \$13,000.

The table below shows the items that we budgeted last year and our actual expenses. I have also included a tentative event calendar that was discussed at the June CCC meeting.

The commission is asked to discuss possible expenditures for FY2016-2017. I have added two possible items for consideration: the Mohave County fair booth and the Rock and Roll Paint-a-Thon. If there are other items the commission would like to include in the budget that should be discussed as well. Once a consensus is reached on the budget items, the commission should, by majority vote, approve the budget items and expenditure amounts for each of those items.

### **KINGMAN CLEAN CITY COMMISSION**

<b>Item Description</b>	<b>2015-16 Budget</b>	<b>2015-16 Actual</b>	<b>2016-17 Proposed</b>
Certificate frames, plaques, name plates	200	17	
Printing Day of Caring flyers	100	99	
Can liners	300	0	
T-Shirts	300	208	
CCC magnets	150	0	
Reusable canvas bags	850	731	
Rock N Roll Paint-a-Thon	0	0	
America Recycles Day	800	795	
Community Challenge Awards	600	0	
Arbor Day contribution	700	403	
Mohave County Fair booth	0	0	
Community Clean-up expenses	8,000	3,730	
Landfill vouchers	2,500	805	
Contributions		(50)	
<b>Total Budget</b>	<b>12,000</b>	<b>6,739</b>	<b>13,000</b>

### **2016-2017 CLEAN CITY COMMISSION TENTATIVE EVENT CALENDAR**

<b>Date</b>	<b>Time</b>	<b>Event /Location</b>
Saturday, Sept. 10, 2016	TBD	Adopt-a-Highway Clean-up/Kingman Day of Caring Community Clean-up
Saturday, October 15 or 22, 2016	8:00 a.m. to ?	Prep day for Rock N Roll Paint-a- Thon
Saturday, October 22 or 29, 2016	8:00 a.m. to ?	Rock N Roll Paint-a-Thon
Saturday, November 5, 2016	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Thursday, November 17, 2016	5 p.m., CCC meeting	America Recycles Day Poster and Essay Contest Winners
Saturday, February 18, 2017	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Saturday, April ??, 2017	7:30 a.m. to 10:00 a.m.	Adopt-a-Highway Clean-up
Saturday, April ??, 2017	TBD	Arbor Day @ TBD
Saturday, May 5, 2017	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Thursday, May 18, 2017	5 p.m., CCC meeting	Community Challenge Award prizes

TBD = To Be Determined